

## **CITY OF BURBANK**

### **ELECTRICAL SUPERVISOR**

#### **DEFINITION**

Under direction, to plan and supervise the work of crews engaged in the construction and maintenance of electrical facilities of an electric and water utility system; to do related work as required.

#### **ESSENTIAL FUNCTIONS**

Supervises, trains, and evaluates assigned personnel in all functional areas which include: electrical construction, maintenance and repair of municipal utility electric receiving, transmission, distribution stations and consumers' substations, transformer vaults, electric generating facilities, water pumping facilities, City traffic control systems, City fire alarm systems, general government buildings and associated equipment; repair of air conditioning systems, public address systems, and communication systems; fabrication, forming and erection of bus and steel structures; work on energized high voltage circuits and equipment; moves and installs heavy electrical equipment; obtains working clearance and puts into operation proper safety devices and procedures; conducts safety meetings; issues and approves material requisitions; makes reports and maintains records; prepares estimates; makes sketches and drawings; drives on City business.

#### **MINIMUM QUALIFICATIONS**

##### **Employment Standards:**

- Knowledge of - principles and practices of the electrical trade; electrical generating, transmitting, and distributing systems, occupational hazards and safety precautions of the trade.
- Ability to - prepare plans and estimates, interpret working diagrams, and supervise electrical construction, installation, repair and maintenance; supervise the installation and maintenance of electrical equipment; direct emergency repairs; supervise work at heights; apply first aid and artificial resuscitation; establish and maintain effective working relationships with supervisors, other employees, and the public.

**Education/Training:** Four years experience as a journey level electrician including work on high voltage equipment.

**Special Conditions & Requirements:** COLOR VISION: Keen color perception. Employees in this Classification who are required by applicable laws and regulations to have respiratory protection shall comply with the American National Standards Institute's requirements on Practices for Respiratory Protection.

**License & Certificates:** A valid California Class "C" driver's license or equivalent at time of appointment.

#### **SUPPLEMENTAL INFORMATION**

None.